



**State of Delaware
Executive Department
Office of Management & Budget**

Contact List/Primary Responsibilities
(As of November 1, 2011)

**Brenda Lakeman
Director**

**Faith Rentz
Deputy Director**

**Mary Thuresson
Administrative Specialist**

**Address:
Duncan Center
500 W. Loockerman Street, Suite 320
Dover, DE 19904
Telephone: (302) 739-8331 or 1-800-489-8933
Facsimile: (302) 739-8339**

**SLC: D620
Website: www.ben.omb.delaware.gov**

Receptionists

Janice Crawford/Marti Evans
(CMS Demands to the attention of: Janice Crawford)

Benefits Administration

Primary Responsibilities

Leslie Ramsey

Disability Insurance Program (DIP) Administration
Minnesota Life GUL Program
HIPAA Privacy/Security

Durae Johann

Return To Work Coordinator -Disability Insurance Program

Dianna Stotler

Vision Plan Administrator
Training/Communications
Annual Benefits Open Enrollment, eBenefits
Benefits Surveys

Ann Skeans

Group Health Plan Administration



Benefits and Insurance Administration - Benefits
500 W. Loockerman Street, Suite 320 • Dover, DE 19904
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|-------------|---|
| Larry Frank | Customer Service – Health, Dental and Prescription Dental Administration Flexible Spending Account Administration Pre-Tax Commuter Benefit Administration Employee Assistance Program (EAP) |
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| Lois Houston | Customer Service – Health, Dental and Prescription Prescription Plan Administration Medicare Part D Policy |
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| Laurene Ehemann | RFP and Contract Coordinator FOIA |
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| Theresa Strawder | Statewide Wellness Administrator Dela WELL |
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| Aaron Schrader | Health Promotions Dela WELL University |
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Benefits Accounting Unit

Primary Responsibilities

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| Colleen Kondelis | COBRA Administration Vision Eligibility and Enrollments Vision Refunds and Adjustments Vision Reconciliation |
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| Mary (Fran) Nichols | Dental and Blood Bank Eligibility and Enrollments Dental and Blood Bank Reconciliation Dental Refunds and Adjustments |
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| Tina Shulties | Health Eligibility and Enrollments Health Refunds and Adjustments Health Reconciliation |
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| Jeanne Camper | Spousal COB Adult Child Dependent COB |
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Contact for Non-Payroll Groups

Gail Hudson at Financial Operations, OMB
Telephone: (302) 672-5232

COBRA Questions

Ceridian Benefits Services
Customer Service 1-800-877-7994